

Statement of Deficiencies

5305-B: Liability Insurance

Not Met

Policy Name/Number : 00

Dates of Coverage : 00

Findings/Corrections

5305.B. The Provider lacked required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury. The provider shall be responsible for payment of medical expenses of a child injured while in the provider's care. Documentation to consist of the insurance policy or current binder that includes the name of the child care facility, physical address of the center(s), name of the insurance company, policy number, period of coverage and the explanation of the coverage.

5305-D: Department of Health

Not Met

Approval Date : 00

Findings/Corrections

5305.D. The Provider lacked documentation of a current annual inspection and approval from the Office of Public Health, Sanitarian Services.A RETURN VISIT IS SCHEDULED

5305-E: State Fire Marshal

Not Met

State Approval Date : 00

Findings/Corrections

5305.E. The Provider lacked documentation of a current annual fire safety inspection and approval from the Office of State Fire Marshal.INSPECTIONS IN PROCESS

5306-F: Discipline

Not Met

Findings/Corrections

5306.F. The Provider did not have a posted discipline policy that clearly states ALL types of positive discipline that are used. IT DOES STATE THOSE TIMES PROHIBITED.

5309-A: Director or Designee on Site

Not Met

Findings/Corrections

5309.A. The center's director is not an on-site full time employee of the licensed location and the on-site full time Director Designee given responsibility for the operation of the center, HAS NOT SUBMITTED THE INFORMATION TO VERIFY HER QUALIFICATIONS. Her applications indicates working in a Head Start from 1996 to 2003. Her educational background is documented and on file. A BS degree in Early Child Dev. 2003 and a CDA. She was advised to submit this to the Bureau.

5310-B: Director's Requirements

Not Met

Findings/Corrections

5310.B.1-6. The [DIRECTOR] did not have documentation of meeting at least one of the required qualifications upon hire date. THE DIRECTOR FILE HAS A COPY OF DEGREE IN EDUCATION FROM LSU 12/1999. THE WORK EXPERIENCE IS NOT DOCUMENTED AT THIS TIME OTHER THAN IN A RESUME. The director was advised to submit information to the Bureau to substitute working in school settings for the experience in a licensed facility.

Statement of Deficiencies

5311-A: Personnel Records

Not Met

Findings/Corrections

5311.A.2. Documentation of three current, positive non related reference checks or telephone notes signed and dated was not available for [1] staff:

5311.A.4. Health records to include documentation of good health, signed by a physician or designee was not available for [2] staff: Health is to be 30 days of employment or 90 days before .

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for[3] staff as follows:. Documentation of submission **[was]** available for 2 of 3. Provider was advised the agency, the VOA located in Shreveport needs to contact the Bureau in regards to whom is to be listed as the agecny (VOA or Early Head Start) on the clearance to be submitted.

5312-F: Emergency Procedures

Not Met

Findings/Corrections

5312.F. The provider DOES have a written procedures for SOME emergencies and evacuation as appropriate for the area in which the center is located. THIS NEEDS TO BE FURTHER DEVELOPED. Example: fire, flood, tornado, hurricane, chemical spill, train derailment, etc. To obtain additional information, contact the Office of Emergency Preparedness in your area.

5319-D: Posted Menu

Not Met

Findings/Corrections

5319.D. The current weekly menu failed to list specific food items served for 2 P.M. snacks .THE MENU REVIEWED LIST JUICE FOR TUESDAY AND THURSDAY. THE MENU IS TO STATE WHAT TYPE OF JUICE IS SERVED.

5319-J: Daily Report for Infants

Not Met

Findings/Corrections

5319.J. The daily written report for infants was incomplete as it did not include [FOOD INTAKE] for infants. The report shall include liquid intake, food intake, child's disposition, bowel movements, eating and sleeping patterns.

5325-A: Functional Telephone

Not Met

Findings/Corrections

5325.A. There is not a functional, readily available telephone capable of incoming and outgoing calls at all times at the center. Coin operated and cellular telephones are not acceptable.THIS IS UNDER CONSTRUCTION ACCORDING TO DIRECTOR DESIGNEE

5325-E: Location Address

Not Met

Findings/Corrections

5325.E. The center's location address was not **posted** with the emergency numbers.THE SHEET PROVIDED FOR EMERGENCY NUMBERS TO BE POSTED HAS THE LOCATION OF ANOTHER FACILITY ASSOCIATED WITH THIS CENTER.

5327-J: Properly Heated, Cooled, Ventilated

Not Met

Findings/Corrections

5327.J. Areas of the center used by the children, including sleep areas, were not properly [AIR CONDITIONED] as [THE FACILITY IS STILL IN REMODELING PHASE AND THE A/C PERSONS HAVE BEEN NOTIFIED TO REPAIR.].

Statement of Deficiencies

5329-A: Parental Authorization

Not Met

Findings/Corrections

5329.A. The provider's authorization for non-vehicular excursions was incomplete as it did not include: [LOCATION]. Complete authorization includes the name of child, type and location of activity, date and signature of parent. THE FACILITY HAS A GENERAL FORM WITH BLANK AREAS TO BE FILLED WHEN AN ACTIVITY OCCURS. THE FORM DOES NOT LIST OR HAVE A PLACE FOR LOCATION.